



# KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

**January 3, 2011**

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, NC.

**PRESENT:** Mayor Russell Killen; Mayor Pro Tem Mike Chalk; Councilors Jeff Eddins, Terry Gleason, Tim Poirier and James Roberson.

**ABSENT:** No one.

**Staff Members Present:** Clyde Holt, Town Attorney; Suzanne Yeatts, Town Clerk/HR Director; Chris Hills, Planning Director; Fred Boone, Town Engineer; James Overton, Finance Director; Tracy Pedigo, Public Works Director; Jeff Triezenberg, Senior Planner; Jennifer Currin, Senior Planner; Shawn Brown, Public Safety Director; Eric Daniels, PSO Shift Supervisor; Ron Fullerton, Jon Bennett, and Kevin Jorgenson, Public Safety Officers.

Meeting called to order by Mayor Killen at 7:00 p.m.

## WELCOME

Welcome by Mayor Killen.

## INVOCATION

Invocation by Mayor Killen.

## ITEM I. ADOPTION OF AGENDA

**...Motion by Councilor Poirier to adopt the agenda.  
Motion seconded by Mayor Pro Tem Mike Chalk and carried  
unanimously.**

## ITEM II. APPROVAL OF MINUTES

November 1, 2010

November 17, 2010

**...Motion by Councilor Gleason to approve the November 1 and November 17, 2010 minutes. Motion seconded by Councilor Eddins and carried unanimously.**

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

Oath of Office – Public Safety Officer Kevin Jorgenson

Public Safety Director Shawn Brown introduced Kevin Jorgenson as a newly hired Public Safety Officer and welcomed him to Knightdale.

Mayor Killen administered the Oath of Office to Public Safety Officer Kevin Jorgenson and presented him with a Police Officer's bible and town pin.

ITEM IV. PUBLIC

**Anyone may speak on an issue not included on tonight's agenda. Before speaking, please state your name and address.**

A. Open to the Public

No one approached.

B. Report on Citizen Inquiries

Councilor Gleason thanked the Public Works Department for their efforts in snow removal last week.

Mayor Killen commended staff as well and noted that Mayor Pro Tem Chalk would discuss compensation for Public Works staff at the next finance committee meeting.

Councilor Eddins noted this would be an appropriate time to discuss equipment needs for snow removal in the future.

ITEM V. CONSENT AGENDA

Propane Autogas Fuel Agreement

**Authorize Town Manager to sign the Motor Fuel Sales/Purchase Agreement with Alliance AutoGas.**

**...Motion by Councilor Eddins to adopt the consent agenda. Motion seconded by Councilor Gleason and carried unanimously.**

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

**When speaking during a public hearing, please state your name and address clearly before speaking. Please designate a spokesperson for large groups. If you anticipate speaking tonight, please print your name and address on the form located on the entry table. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney. Everyone must speak from the podium to assure an accurate record of testimony.**

Side Yard Setbacks  
ZTA-2-11

Public hearing opened at 7:06 p.m.

Planner Jennifer Currin presented a zoning text amendment to amend sections 2.6 through 2.10 of the Unified Development Ordinance in regards to side setbacks for single-family residences.

Staff answered questions from Council and recommended referring this item to the January 10, 2011 Land Use Review Board meeting.

No one approached.

**...Motion by Councilor Roberson to close the public hearing at 7:16 p.m. and to refer ZTA-2-11 to the January 10, 2011 Land Use Review Board meeting. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

ITEM VII. SET PUBLIC HEARINGS

A. Gower Property Annexation  
RES #11-01-03-001

Jeff Triezenberg, Senior Planner, presented a voluntary annexation petition from the owner of approximately 1.5+/- acres south of Old Faison Road between Clifton Road and Quiet Way and recommended adopting a resolution to set a public hearing for January 19, 2011.

**...Motion by Councilor Eddins to adopt Resolution #11-01-03-001 setting the date of public hearing for January 19, 2011.**

**Motion seconded by Councilor Gleason and carried unanimously.**

B. Carillon/Edwards Property Annexation  
RES #11-01-03-002

Planner Jeff Triezenberg presented a voluntary annexation petition from the owner of approximately 0.11 +/- acres adjacent to the western right-of-way of Hodge Road and north of Poole Road and recommended adoption of a resolution to set a public hearing for January 19, 2011.

**...Motion by Councilor Eddins to adopt Resolution #11-01-03-002 setting the date of public hearing for January 19, 2011. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

ITEM IX. OLD BUSINESS

None at this time.

ITEM X. NEW BUSINESS

None at this time.

ITEM XI. OTHER BUSINESS

None at this time.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering  
No report.

B. Finance & Personnel  
No report.

C. Public Safety  
Councilor Eddins reported discussion of the possibility of implementing a policy for use of metal detector security wands for future town meetings.

Mayor Killen recommended holding a committee of the whole meeting to discuss a policy.

D. Nominating  
No report.

E. Liaison Reports

The Town Council Retreat was scheduled for February 12, 2011 at 8 a.m. at the Public Safety Center Training Room.

Council agreed to hold a finance committee meeting at 5:30 p.m. and a committee of the whole meeting at 6:00 p.m. prior to the next Council meeting on January 19, 2011.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

ITEM XIV. ADJOURNMENT

**...Motion by Councilor Poirier to adjourn at 7:26 p.m. Motion seconded by Councilor Eddins and carried unanimously.**

  
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Mayor Russell B. Killen  
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Town Clerk Suzanne M. Yeatts